

**COMMITTEE MEMBERS PRESENT:**

Larry Pritchett, Treasurer
Debbie Williams, Commissioner of the Revenue
Lori Hayes, Board Member
Kevin Marshall, Board Member
Mark Cole, Deputy County Administrator
Bonnie Jewell, Assistant County Administrator/Chief Financial Officer

OTHER COUNTY STAFF MEMBERS PRESENT:

Amy Swift, Director of DSS
Julia Monat, Deputy Director of Utilities
Erika Snodgrass, Sheriff's Office Office Manager
Shannon Kreiter, Sheriff's Office Health & Safety Officer
Annette D'Alessandro, Grants Manager
Julie Elliott, Budget Manager

New Business:**Budget Adjustment for Award of Task Order for Water Supply Plan**

Julia Monat, Deputy Director of Utilities, explained that Utilities staff is seeking approval of a budget adjustment to shift \$200,000 from the Telemetry/SCADA project to the Water Supply Plan project to fund a Task Order that is going to the Board for consideration on February 22. Services under the Task Order will support the County with a Water Supply Plan to evaluate the ability of its existing water supply sources to meet projected demands and to identify alternative sources of water that can be developed in the future as needed. As the population grows and new facilities are constructed within the County's service area, demands for finished drinking water increase. Periodic review of the ability of existing sources to supply sufficient water to meet demands is an important part of the overall system operation.

On a motion by Mrs. Hayes, seconded by Mr. Cole and passed unanimously, the Finance Committee recommended approval of the budget adjustment.

Acceptance, Budget Adjustment & Appropriation of the CY 2022 DCJS CESF Subaward Grant for Sheriff's Office

Erika Snodgrass, Sheriff's Office Office Manager, reported that the County has been awarded \$50,000 through the Department of Criminal Justice's Coronavirus Emergency Supplemental Funding Subaward Program. Funding awarded through this program is meant to assist in preventing, preparing for, and responding to the coronavirus. There is no local match requirement and no requirement to fund the program after the subaward expires on December 31, 2022.

Mrs. Snodgrass noted that if the award is accepted by the Board, the Sheriff's Office intends to use the funding for overtime salaries and benefits, gloves, masks, rapid tests,

sanitizer wipes, an ionizer, a pulse oximeter, UV light sanitizers, and decontamination sprayers and spray.

On a motion by Mr. Marshall, seconded by Mr. Pritchett and passed unanimously, the Finance Committee recommended acceptance of the grant, and approval of the budget adjustment and appropriation.

Capital Project Budget Adjustments

Bonnie Jewell, Assistant County Administrator, explained that staff is seeking the Board's approval of several budget amendments related to capital projects.

Requested adjustments for General Capital Projects are as follows:

- Staff requests \$136,020 in the Security Software project be shifted from the Capital Projects Fund to the General Fund for the costs associated with the annual maintenance for the software. Funding in the Security Software project was originally allocated from "freed local" funding stemming from the use of the CARES Act dollars. The annual maintenance is an ongoing cost and is not suitable as a capital expense. This adjustment will shift funding to record the expenses in the General Fund.
- Several projects are now complete and the balances are requested to be brought to \$0 for return of a total of \$149,555 to the Capital Projects Fund balance:
 - \$74,723 from the Replacement EMS Equipment project;
 - \$4,654 from the Replacement Vehicles- Maintenance project;
 - \$3,094 from the Pavement at Public Safety Building Garage;
 - \$55,692 from the Chewning Park project; and
 - \$11,392 from the FY 20 Refuse Collection Equipment project.
- The Board approved a project administration agreement with VDOT at its September 28, 2021 meeting, in which the County agrees to fund and VDOT agrees to perform the preliminary engineering and construction work for extension of the Virginia Central Railway Trail along a portion of Salem Church Road to Harrison Road. Staff requests transferring \$99,179 from the Capital Projects Fund balance and allocating funds of \$30,192 from the Breckenridge Trail Parks & Recreation proffer funds to the VCR Trail – Salem Church project for the total initial costs of \$129,371 associated with preliminary engineering in FY 2022. The remaining local share of the budget for the project will be included in the Recommended CIP for FY 2024.

Requested adjustments for Utilities Capital Projects are as follows:

- Staff requests the balance of \$152,928 in the Robin Lane 2" Waterline project be shifted to the Stoneybrook 2" Waterline project to consolidate projects. This shift in funding nets to a \$0 change in the overall Utilities Capital Projects Fund budget and appropriation.

- Staff requests the balance of \$52,283 in the Old Greenwich Sewer Replacement Phase 4 project be shifted to the Old Greenwich Sewer Replacement Phase 5 project. This shift in funding nets to a \$0 change in the overall Utilities Capital Projects Fund budget and appropriation.

On a motion by Mr. Marshall, seconded by Mrs. Hayes and passed unanimously, the Finance Committee recommended approval of the budget adjustment and appropriation.

Budget Adjustment & Appropriation for Additional Federal DSS Program Allocations

Amy Swift, Director of Social Services, reported that the Spotsylvania Department of Social Services (DSS) has been allocated COVID-19 Promoting Safe and Stable Families (PSSF) federal funds in the amount of \$16,435 from the State for FY 2022, with no local match requirement. These funds are made available for localities for use in family support, family preservation, and family reunification; will be available through September 30, 2022; and cannot supplant local funds.

In addition, DSS has received Transportation Assistance Program (TAP) federal funds in the amount \$35,489 for FY 2022 to support the Chafee Program. These funds have been allocated to support eligible youth, ages 14 up to 23, with transportation assistance up to \$4,000 per youth. These funds will be available through August 31, 2022 and cannot supplant local funds.

Mrs. Swift summarized that she is requesting that this total of \$51,924 in additional federal funds be budgeted and appropriated for use for the purposes intended.

On a motion by Ms. Williams, seconded by Mr. Pritchett and passed unanimously, the Finance Committee recommended approval of the budget adjustment and appropriation.

Other Business:

Schools FY 2021 Carryover Request

Bonnie Jewell, Assistant County Administrator, reported that with the bit of confusion that has surrounded the Schools' FY 2021 carryover request and the timing of the pending public hearing on that matter, she missed adding the carryover as an agenda item on this Finance Committee meeting. Ms. Jewell noted that the Board is certainly aware of the carryover request, and that a public hearing will be held on March 8, as authorized by the Board.

Next Finance Committee Meeting

The next Finance Committee meeting is scheduled for Thursday, March 17, 2022, at 3:30 PM in the Code Compliance conference room at the Merchant Square building.

Adjournment:

Ms. Jewell adjourned the meeting.